



# **CITY OF SANTA BARBARA**

## **COUNCIL AGENDA REPORT**

**AGENDA DATE:** October 27, 2009

**TO:** Mayor and Councilmembers

**FROM:** Transportation Division, Public Works Department

**SUBJECT:** Sole Source Vendor For The MyRide Bus Pass Program

**RECOMMENDATION:** That Council:

- A. Authorize the City's General Services Manager to issue a Purchase Order to the Metropolitan Transit District (MTD) in the amount of \$165,000 pursuant to the Sole Source provisions of Santa Barbara Municipal Code Section 4.52.070 (K) in order to fund the cost of rides taken under the City's Bus Pass Programs for Fiscal Year 2010; and
- B. Authorize the City's General Services Manager to issue Purchase Orders and Change Orders to MTD for four consecutive years, for the 90-Day and MyRide Bus Pass Programs (MyRide), in amounts not to exceed the annual appropriated budget for the Programs, as approved by City Council.

### **DISCUSSION:**

On November 9, 2004, Council authorized the General Services Manager to issue Purchase Orders to the Santa Barbara MTD to pay for the costs of bus rides under the City's Downtown Employee Bus Pass Program. Even though MTD is the only transit provider in the South County, and is therefore the "sole source" of the bus passes, the Municipal Code requires that this authorization be renewed in order to continue issuing purchase orders to MTD through June 30, 2014.

For Fiscal Year 2010, the Council continued funding for MyRide bus passes for City employees participating in the City's Work Trip Reduction Incentive Program (Work TRIP) Program and non-City employees who are participating in the 90 day MyRide Bus Pass Program. Under the 90-Day MyRide Bus Pass program, the participants pay the City \$55 per pass which is equal to one month of transit service and the City covers the additional two months of transit service. However, due to budget constraints, the 90-Day Bus Pass Program for non-City, downtown employees will be phased out this calendar year. Funding for the City employees' participation for subsequent years will be reviewed by Council in connection with the development of the budgets in those years.

**BUDGET/FINANCIAL INFORMATION:**

Funding for MyRide bus passes is included in the Downtown Parking Operating Budget for Fiscal Year 2010. In Fiscal Year 2009, the MyRide programs netted 91,100 trips and cost Downtown Parking \$147,052.50. For Fiscal Year 2010, the My-Ride program for non-City employees will be terminated on December 31, 2009, resulting in a 50% reduction for non-City employee costs or approximately \$60,000. Cost for City employees will be approximately \$36,000 for Fiscal Year 2010. Costs will be based on actual usage and are not to exceed the \$165,000 budgeted for Fiscal Year 2010.

**SUSTAINABILITY IMPACT:**

City employees using the MyRide bus pass contribute to the City's overall effort to reduce its carbon footprint by reducing the number of single occupant vehicle trips to and from the City. In Fiscal Year 2009, 20,097 city employee trips were mitigated by the City employee MyRide program.

**PREPARED BY:** Browning Allen, Transportation Manager/VG/kts

**SUBMITTED BY:** Christine F. Andersen, Public Works Director

**APPROVED BY:** City Administrator's Office